

# Parent Packet FAQ

What is the “Parent Packet”?

The Parent Packet is the collection of digital and paper forms required to be filled out by a parent/guardian for each camper before the summer starts. The paperwork includes liability waivers and other legal forms, health forms, and camper behavior agreements. You may think that these forms are a lot—imagine doing it all on paper, like we used to!

When is it due?

April 1st.

What log-in and/or password do I use?

The log-in is the email that this email was sent to. You can request to reset your password if you have forgotten it. If your account is locked after too many unsuccessful password attempts, let us know so that we can unlock it for you.

Do I have to fill out each form for *each* camper?

Yes. Each camper is unique, and so is their paperwork!

How long will it take to fill out?

Depending on the health and emotional history of your camper, we advise setting aside about 30 minutes per camper.

Can I start the paperwork now and finish it later?

YES! Most forms are very quick and will take less than a minute. The only ones that are extensive are the **Camper Health History Form** and **Parent Confidential**. **You have the option to click “save for later” at any time while filling it out.** The system will save your information for **4 weeks**.

What happens if I don’t fill out the paperwork?

If we do not receive all of the forms for each of your campers by the due date, your camper will not be able to participate in camp activities and your spot(s) may be forfeited and offered to another camper.

What if I turn it in late?

Families who have outstanding forms after April 1st will be assessed a \$50 fee. After April 25th, the late fee will be \$100. We will notify you when these fees have been assigned. Any late fees incurred before your camper’s session must be paid before they arrive.

Why do you ask for the forms so early? Why the extra fees? Camp doesn’t start until June (July/August)!

Camp Augusta hosts school groups and family camps throughout May and the beginning of June, in addition to our very intense staff training. In order to give your camper’s information the attention it deserves, we must process the forms before the end of April. We don’t want just anyone looking through your camper’s personal information and entering data on our database.

If I have a question about the forms, whom do I contact?

The Camp Augusta Office Elves! We are here to answer your questions and emails.  
(530) 265-3702 • [office@campaugusta.org](mailto:office@campaugusta.org) • 17530 Lake Vera Road // Nevada City, CA 95959

Do I have to send in any paper forms?

Most forms are digital. We request a paper copy of the **Camper Letter to Counselor**. This is a PDF available on your forms dashboard. Please have your camper write a letter for their counselor to read before the session starts. When you send it in, please include any (optional) store money in the envelope. A check is fine, but cash is preferred.

If applicable: If your child is currently seeing a mental health professional or counselor, we request a written letter from the counselor discussing your camper's needs, treatment/therapy, and whether they believe Camp Augusta will be a positive influence on their experience.

If you choose to not waive the right to a health exam on the **Certification of Camper's Health**, you are required to send in a paper copy of the **Physician's Exam** certifying the camper's health.

How much money should I send for store?

We suggest \$25-\$40 for 1-week sessions and \$35-\$50 for 2-week sessions. On the **Parent Signatures and Store Money** form, you will have the opportunity to indicate what you would like to happen to any remaining store money at the end of the session (refund/donate). Please see the **2016 Parent Handbook** for a description of the items available. Cash is preferred, but we do accept checks. You cannot pay for store by credit card.

Does my camper need to read anything or fill something out?

Yes. Please go over the **Camper Behavior Contract** and **Established Guidelines for Cabins** with your camper. Then, print out the **Camper Letter to Counselor** and give them the opportunity to write a short letter to their counselor. This letter will be shared with their counselor right before the session.

## Medical questions

My camper has a learning disability/behavioral condition/special needs etc. Do I have to do anything special?

Yes. On the **Camper Health History Form**, you will have the opportunity to share information about the emotional, social, and behavioral history of your camper. If your child sees a mental health professional or counselor, we request a written letter from the professional discussing your camper's needs, treatment/therapy, and whether they believe Camp Augusta will be a positive influence on their experience.

Do you require a recent immunization record?

Yes and no. On the **Camper Health History Form**, you will be asked to certify that your camper's immunizations are up to date. Only tetanus and chicken pox (varicella) information **are** required.

My camper has allergies/dietary restrictions. Where do I tell you about that?

On the **Camper Health History Form**. We can work effectively with most medically prescribed diets, but cannot cater to individual food preferences. Campers must be able to eat a regular and varied diet. We are able to accommodate dairy free, gluten free, vegetarian, vegan, and most food allergies. Please call us if you have concerns beyond what you see on the form.

It's hard to get an appointment with our doctor to fill out a medical form. Is there a way to waive that form?

Yes! You can waive a health exam by certifying your camper's health by indicating so on the **Certification of Camper's Health** form. If you do not waive this exam, you must print out the **Physician's Exam** form and have it filled out by a medical professional with data from the last 6 months. We must receive a hard copy of this form in the office by June 1<sup>st</sup>.

My camper will be taking medicine at camp. What do I do?

There is a page on the **Camper Health History Form** to indicate the medications your camper takes. Please provide complete and accurate information. All medications, including vitamins and herbal supplements, **MUST** be in pharmacy/original containers and be appropriately labeled when they are brought to camp/the bus. All medicine, vitamins, and supplements will be distributed by our camp nurse at the appropriate time.

## **Camper Support and Camp Life**

My camper will need support with homesickness/peer relationships/trying new things/bedwetting/etc. Where do I tell you about that?

Any and all information on how to support your camper is invaluable to our staff. On the **Parent Confidential** form, you will have the opportunity to share your thoughts on your child's social and mental development, adjustment, hobbies, dis/likes, and tendencies, as well as your hopes for their session.

Are there still spaces for new campers?

Yup! If you are interested in another session for a sibling or friend, please let us know so that we can check availability.

When will I know who my camper's counselor is?

Cabin and counselor assignments will be sent out 1 week before the session begins. Each staff member will have a bio page on our website by then.

I want to request that my camper and his/her friend are in the same cabin. How do I do that?

If you have not done so already, please submit an optional **Cabin Request** form for your camper. This form can be found with all of the other forms on your camper's dashboard. If you would like to add/change what you have already submitted, please email us with your request.

What is a typical day at camp like? What should my camper bring?

Check out [a typical day at camp](#). Then, check out the **Packing List** on the forms dashboard.

I don't want my camper to do a certain activity. How do I indicate that?

Please view the **List of Activities** on your forms dashboard. You can indicate what you **don't** want your child to participate in on the **Permission to Participate in Activities** form.

I have an IAQ ("Infrequently Asked Question") that wasn't asked here!

It might be answered in the **2016 Parent Handbook**. If not, give us a ring, send us an email, letter, owl, pigeon, care package, whatever! We love answering questions!

Campingly yours,  
The Camp Augusta Office Elves  
530-265-3702 [office@campaugusta.org](mailto:office@campaugusta.org)